

B. Amendment for Funding to Operate the Women, Infants, and Children Program

Before the Board of Supervisors County of Placer, State of California

In the matter of:

A Resolution regarding amendment 19-10172 A03 with the California Department of Public Health for the operation of the Women, Infants, and Children (WIC) Program.

Resolution No.:

The following Resolution was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held _____ by the following vote:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chair, Board of Supervisors

Attest:

Clerk of said Board

WHEREAS Placer County Public Health wishes to receive additional funds from California Department of Public Health for the operation of the Women, Infants, and Children (WIC) Program.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Director of Health and Human Services is authorized to sign the amendment to Grant Agreement 19-10172 A03 with the California Department of Public Health for the operation of the Women, Infants, and Children (WIC) Program from October 1, 2019 through September 30, 2022 for a maximum amount of \$3,565,882 with Risk Management and County Counsel concurrence, and to sign any associated agreements, subsequent amendments up to \$100,000 and related documents with Risk Management and County Counsel concurrence.

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TOMÁS J. ARAGÓN, MD, DrPH
Director and State Public Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



GAVIN NEWSOM
Governor

Date: November 22, 2021

TO: County of Placer

FROM: California Department of Public Health (CDPH)

SUBJECT: Contract # 19-10172 A03

Please find the above-referenced Contract Agreement between the California Department of Public Health and County of Placer, attached for your review and signature.

IMPORTANT: The Agreement is an Adobe Acrobat PDF document with "READ ONLY" attributes. Please do not alter this Agreement for any reason. If you encounter any problems or find that a correction is needed, please contact your Contract Manager immediately.

To approve this Agreement, please submit one (1) electronic copy of each document listed below to the following mailbox: LocalContracts@cdph.ca.gov. Do not mail in hard copies.

- One (1) signed copy of the Standard Agreement - Amendment (STD 213A). This document can be signed electronically or physically signed, scanned and returned via email.
- One (1) signed copy of the Board Resolution/Order/Motion, ordinance or other similar document authorizing execution of the Agreement.
- One (1) signed copy of the Contractor's current insurance policy certificates and endorsements.

In an effort to expedite this Contract Agreement through the approval process, we request that the items listed above be returned no later than **December 13, 2021**, in order to avoid disruption in services. Failure to sign and submit the required forms by the date indicated will result in delayed approval of your Agreement.

Please contact your Contract Manager if you have any questions or will need additional time to return the signed documents.



CDPH Women, Infants and Children (WIC) Division
3901 Lennane Drive, MS 8600, Sacramento, CA 95834
P.O. Box 997375, MS 8600, Sacramento, CA 95899-7375
(916) 928-8500 | www.wicworks.ca.gov



Thank you,

Local Agency Contracts Unit

Attachments

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II. Certain changes made in this amendment are displayed as follows: Text additions are displayed in **bold and underline**. Text deletions are displayed with a strike through the text (i.e., ~~Strike~~).

III. Revised Exhibit A, Scope of Work, Provision 7.A.12) to include the following:

e) Continuous Time Reporting - Books for Kids Program (if applicable)

The Contractor shall adhere to all fiscal procedures required for Books for Kids restricted funds and keep continuous time reports for all dual funded positions performing Books for Kids related duties as outlined in Exhibit A, Provision 7.A.27).

IV. Revised Exhibit A, Scope of Work, Provision 7.A. to include the following:

27) Books for Kids Program (only applies to the Contractor that receives funds for this service)

The Contractor will assure that the funding is spent on books for WIC participants 0-5 years old. Local agencies may subcontract the activity to another entity to purchase and distribute books for eligible WIC participants only. When subcontracting to another entity, data must be obtained and made available that identifies the number of WIC participants who receive the books and the number of books distributed by language.

V. Revised Exhibit B, Budget Detail and Payment Provisions, Provision 1.E. as follows:

E. Amounts Payable

The amounts payable under this agreement shall not exceed: \$3,499,967.00 **\$3,565,882.00**

All costs will be reviewed by CDPH for approval

- ① Bilingual - Positions that receive Bilingual pay will show a higher budgeted amount. Justification and back-up documentation will be kept on file.
- ② Additional Pay (Longevity, Retention, Differential and COLA) - Positions that receive these compensations will show a higher budgeted amount. Justification and back-up documentation will be kept on file.
- ③ Overtime - Requires justification if amount does not seem reasonable. Justification will be kept on file.
- ④ Fringe Benefits - Justification and back-up documentation will be kept on file for any fringe benefit rate that exceeds 50%.
- ⑤ General Expenses - Includes items such as: Minor equipment (i.e., office furniture, IT equipment, anthropometric items, etc.), professional certifications, audit costs, vehicle maintenance, IT maintenance, program materials, office expenses (i.e., telephone services, printing, postage, supplies, etc.), etc.
- ⑥ Travel - All costs reimbursed shall be in accordance with CalHR rates.
- ⑦ Facility Costs - Includes Rent, Utilities, Janitorial, Security, and Maintenance.
- ⑧ Major Equipment - Unit cost must be \$5,000 or more. Refer to Exhibit D, Provision 1 for procurement rules.
- ⑨ Equipment - Includes items such as: Telephone systems, information technology equipment, photocopy machines, etc.
- ⑩ Vehicles - Will be used for Facility Site Visits, Conferences, Trainings, and Outreach.
- ⑪ Subcontractors - List the subcontractor's name and short list of services provided.